

Budget for the Fall Semester of the 1960-1961 Year  
October 1, 1960

Technical:

Repairs and Maintenance	\$35.00	
New Equipment		
Dynakit Audio Amplifier for		
Air Monitor	\$45.00	
<u>Total Technical</u>		\$80.00

Production:

Classical, Show, Popular, &  
Mood Music Records:  
    Columbia Contract--  
    Capitol Contract --

Special Events:  
    Lines & Tapes

Total Production

*MW+Pop 100.00*  
*35 Capital 80.00*  
*45 Capital 80.00*  
*80*

*100 less 10%*  
*145 Cap*  
*30 - other*  
*not under contract*

\$90.00*	
\$75.00	
\$40.00	
	\$205.00

Operating:

Telephone (4 months)

Transportation

Publicity

Bryn Mawr Line

Total Operating

\$35.00 — over  
\$5.00  
\$4.00  
\$18.00 — over  
\$62.00

*Petty Cash*

Total Expenses:

\$5.00  
\$357.60  
\$347.00

Anticipated Revenue:

Advertisements

Total Anticipated Revenue

\$50.00  
\$50.00 — under

Total Grant Request:

*307.00*  
\$297.00

This semester we have omitted the expenditures for secretarial supplies.

\*This Columbia contract is \$100.00 for the year, or \$50.00 per semester; however, if the full \$100.00 is submitted at one time, then Columbia gives 10% off.

Respectfully submitted,

Bill Levi  
Treasurer



# WHRC

HAVERFORD COLLEGE

HAVERFORD, PA.

Budget for the Fall Semester of the 1960-1961 Year  
October 1, 1960

Technical:

Repairs and Maintenance	\$35.00
New Equipment	
Dynakit Audio Amplifier for	
Air Monitor	\$45.00
<u>Total Technical</u>	\$80.00

Production:

Classical, Show, Popular, &	
Mood Music LP Records:	
Columbia Contract--	\$90.00*
Capitol Contract --	\$75.00
Special Events:	
Lines & Tapes	\$40.00
<u>Total Production</u>	\$205.00

*Handwritten notes:*  
 \$90.00\* ← 145 CAP. CONTRACT  
 \$75.00 ← 135 OTHER RECORDS NOT UNDER CONTRACT  
 \$30.00

Operating:

Telephone (4 months)	\$35.00
Transportation	\$ 5.00
Publicity	\$ 4.00
Bryn Mawr Line	\$18.00
<u>Total Operating</u>	\$62.00

Total Expenses:

*Handwritten:* Petty Cash  
\$347.00

Anticipated Revenue:

Advertisements	\$50.00
<u>Total Anticipated Revenue</u>	\$50.00

*Handwritten:* 57, 5.00, \$50.00

TOTAL GRANT REQUEST:

\$297.00

This semester we have omitted the expenditures for secretarial supplies.

\*This contract is \$100 for the year, or \$50.00 per semester; however, if the full \$100 is submitted at one time, then Columbia gives 10% off.

Respectfully submitted,

Bill Levi  
Treasurer



# WHRC

HAVERFORD COLLEGE

HAVERFORD, PA.

Budget for the Spring Semester of 1960  
January 29, 1960

## Technical:

\$80

Repairs and Maintenance

\$35.00

~~Pat~~ E2erman ✓

Total Technical

\$35.00

## Production:

\$165

Classical, Show, Popular, &  
Mood Music LP Records

\$70.00

Chuck ~~50.00~~  
Album 90.00 x  
Cap. 75.00

Weekly Rock & Roll, Jazz, Etc.

\$10.00

Special Events:

Lines & Tapes

\$15.00

Swarthmore Baseball Game

\$30.00

Smiley ✓

\$40

205

Total Production

\$145.00

## Operating:

Telephone (4 months)

\$35.00

Same

Transportation

\$5.00

Publicity

\$4.00

BM Line ✓

Total Operating

\$18.00

~~\$11.00~~

Total Expenses:

~~\$261.00~~

Anticipated Revenue:

Advertisements

\$25.20

Auer 50.00

Total Anticipated Revenue

~~\$25.20~~

TOTAL GRANT REQUEST:

~~\$100.20~~

This semester we have omitted the expenditures for  
Bryn Mawr lines and secretarial supplies.

Respectfully submitted,

David Leonard  
Treasurer

Digitized by the Internet Archive  
in 2025 with funding from  
Amateur Radio Digital Communications, Grant 151

Budget for the Spring Semester of the 1960-1961 Year  
February 10, 1961

Technical

✓ Maintenance and Repairs

New Equipment

Program Amplifier

✓ Headphones (1 set)

Talkback system (2 sets)

✓ Slave Repair

Console Switches

Total Technical

\$ 30.00

160.00

10.00

15.00

5.00

8.50

\$228.50

*- capital expel.*Production

Records

Columbia Contract(classical, one year)

\$ 68.00

Angel Contract(classical, semester)

35.00

Capitol Contract (mixed, semester)

45.00

Records not under contract

10.00

Special Events

Lines

25.00

Back bill for last semester's lines

20.00

Swarthmore Game

30.00

Tapes, 3 (several) ~\$20.00

8.00

Total Production

\$241.00

Operating

✓ Phone (5 months)

✓ Publicity

Secretarial Supplies

✓ Petty Cash

Total Operating

\$ 50.00

2.00

7.50

5.00

\$64.50

Total Expenses:

\$534.50

Anticipated Revenue

Advertising

Bouquet Shop

C &amp; G Gas Station

Swarthmore Games

Record Sales

Total Anticipated Revenue

\$ 12.50

18.00

30.00

47.75

\$108.25

Total Grant Request

\$436.75

*Record sale for freshman.*

Respectfully submitted,

Bill Levi  
Business Manager

MIZ 1200

*-180.00*  
*\$356.75*  
*+ 40.00*  
*\$396.75*



Budget for the Fall Semester of the 1961-1962 Year  
October 5, 1961

Technical

Maintenance and Repairs	\$ 30.00	
New Equipment		
Lines <sup>α</sup>	15.00	
Insulators and junction boxes <sup>α</sup>	10.00	
Headphones (1 set)	10.00	
Talkback system (2 sets)	15.00	
Slave repair	5.00	
<u>Total Technical</u>		\$ 85.00

Production

Records		
Columbia Contract (classical, one year) <sup>β</sup>	\$ 68.00	
Records not under contract	20.00	
Special Events		
Swarthmore Games	35.00	
Tapes (several)	20.00	
<u>Total Production</u>		\$ 143.00

Operating

Phone (5 months)	\$ 50.00	
Publicity		
Posters	2.00	
Printing <sup>γ</sup>	16.00	
Secretarial Supplies	5.00	
Petty Cash	5.00	
<u>Total Operating</u>		\$ 78.00

Anticipated Revenue

Advertising		
Swarthmore Games	\$ 25.00	
Others	15.00	
<u>Total Anticipated Revenue</u>		\$ 40.00

-Total Expenses -1306.00

Total Grant Request \$ 266.00

Notes:

- α. This money is for laying a line to the football field to enable us to broadcast games.
- β. The Columbia Contract runs from January 1 to January 1, thus this part of the budget will not be repeated next semester.
- γ. For the printing of about 500 programs.

Respectfully submitted,  
Lawrence Auer  
Business Manager



WHRC

HAVERFORD COLLEGE

HAVERFORD, PA.

Budget for the Fall Semester of the 1961-1962 Year  
October 5, 1961

Technical

Maintenance and Repairs	\$ 30.00
New Equipment	
Lines <sup>α</sup>	<del>15.00</del>
<del>Insulators and junction boxes</del>	<del>10.00</del>
Headphones (1 set)	10.00
Talkback system (2 sets)	15.00
Slave repair	5.00
<u>Total Technical</u>	\$ 85.00

Production

Records	
Columbia Contract (classical, one year) <sup>β</sup>	\$ 68.00
Records not under contract	20.00
Special Events	
Swarthmore Games	35.60
Tapes (several)	20.00
<u>Total Production</u>	\$143.00

Operating

Phone (5 months)	\$ 50.00
Publicity	
Posters	2.00
Printing <sup>γ</sup>	16.00
Secretarial Supplies	5.00
Petty Cash	5.00
<u>Total Operating</u>	\$ 78.00

Anticipated Revenue

Advertising	
Swarthmore Games	\$ 25.00
Others	15.00
<u>Total Anticipated Revenue</u>	\$ 40.00

-Total Expenses -\$306.00

Total Grant Request \$266.00

251.00

## Notes:

- α. This money is for laying a line to the football field to enable us to broadcast games.
- β. The Columbia Contract runs from January 1 to January 1, thus this part of the budget will not be repeated next semester.
- γ. For the printing of about 500 programs.

Respectfully submitted,

Lawrence Auer  
Business Manager

*Approved as changed*  
*SLR*



Budget for the Spring Semester of the 1961-62 Year  
February 13, 1962

Technical

Maintenance and Repairs	\$ 90.00	
New Equipment		
Tools	5.00	
Locks	3.00	
Slave Repair	10.00	
<u>Total Technical</u>		\$ 108.00

Production

Records		
Columbia Contract (classical, five quarters)	\$ 85.00 <sup>a</sup>	
Records not under contract	20.00	
Tapes (several)	10.00	
<u>Total Production</u>		\$ 115.00

Operating

Phone (five months)	\$ 50.00	
Publicity	10.00	
Special Events	10.00	
Secretarial Supplies	5.00	
Petty cash	5.00	
<u>Total Operating</u>		\$ 80.00

Total Expenses: \$ 303.00

Anticipated Revenue

Sale of records and spare parts \$ 10.00

Total Grant Request \$ 293.00

Respectfully Submitted,

Business Manager

a. \$ 68.00 of this money was appropriated last semester but not spent then.



Budget for the Spring Semester of the 1961-62 Year  
February 13, 1962

Technical

Maintenance and Repairs	\$ 90.00
New Equipment	
Tools	5.00
Locks	3.00
Slave Repair	10.00
<u>Total Technical</u>	\$ 108.00

Production

Records	
Columbia Contract (classical, five quarters)	\$ 85.00 <sup>α</sup>
Records not under contract	20.00
Tapes (several)	10.00
<u>Total Production</u>	\$ 115.00

Operating

Phone (five months)	\$ 50.00
Publicity	10.00
Special Events	10.00
Secretarial Supplies	5.00
Petty cash	5.00
<u>Total Operating</u>	\$ 80.00

Total Expenses: \$ 303.00

Anticipated Revenue

Sale of records and spare parts	\$ 10.00
---------------------------------	----------

Total Grant Request \$ 293.00

Respectfully Submitted,

*Lawrence Auer*

Lawrence Auer  
Business Manager

α. \$ 68.00 of this money was appropriated last semester but not spent then.

*Approved as submitted  
3/13/62  
J.R.*



4/1/62

## COMPONENT REQUIREMENTS - WHRC CONSOLE

I. Electronics. All electronic components are standard items manufactured by the Dyna Co. of Philadelphia and fully guaranteed for one year from date of purchase. Mr. Raymond Hyman of the Omega Record Shop, Suburban Station, has kindly consented to order Dyna equipment for us at wholesale prices, i.e. 25% off retail, and therefore we recommend purchasing the Dyna equipment from him. 40-3-4763

NO.	ITEM	RETAIL UNIT PRICE	NET
5	preamplifiers 3 PAM-1	59.95	225.06
2	amplifiers, Mark IV	79.95	119.93
1	line amplifier, Mk III-500	109.95	82.49
5	preamp power supplies	8.95	43.62
Total, Electronics			461.10

II. Switching, Cabinetry, Meters, Transformers. These items are all standard and can be obtained from Radio Electric Service Co. at 10% off list.

5	rotary switches, JBT # MS-14-4	4.85	21.82
2	rotary switches, JBT # MS-14-2	3.10	5.58
9	toggle switches, Switchcraft # 25312	3.12	28.64
1	metal cabinet, Parmetal HS-102	110.00	99.00
2	volume meters, Simpson 1421	26.70	48.06
5	volume controls, Mallory T500	3.09	13.90
3	microphone transformers, Microtran M 1-FB	3.75	10.12
Total, Miscellaneous			227.12

LII. Attenuators. These are a direct order from the manufacture, Daven Co. Newark, N.J., and the price quoted is the estimate given to us by their Mr. Scott.

5	control attenuators, Daven, TQ-321-1000/600	35.00	165.00
---	---	-------	--------

Immediate purchase total: 853.22

IV. General. The following are generous estimates of additional minor expenses in the way of lumber, connectors, etc., included to yield a final estimate of total cost.

material for two small amplifiers for volume meters	
at about 15.00 per amplifier	30.00
wire, shielded cable, etc.	20.00
connectors, jacks, plugs, etc.	25.00
lumber and formica for console base	35.00

Total, General	110.00
----------------	--------

Grand Total 963.22



4/1/62

## COMPONENT REQUIREMENTS - WHRC CONSOLE

I. Electronics. All electronic components are standard items manufactured by the Dyna Co. of Philadelphia and fully guaranteed for one year from date of purchase. Mr. Raymond Hyman of the Omega Record Shop, Suburban Station, has kindly consented to order Dyna equipment for us at wholesale prices, i.e. 25% off retail, and therefore we recommend purchasing the Dyna equipment from him.

NO.	ITEM	RETAIL UNIT PRICE	NET
5	preamplifiers # PAM-1	59.95	225.06
2	amplifiers, Mark IV	79.95	119.93
1	line amplifier, Mk III-500	109.95	82.49
5	preamp power supplies	8.95	43.62
Total, Electronics			461.10

II. Switching, Cabinetry, Meters, Transformers. These items are all standard and can be obtained from Radio Electric Service Co. at 10% off list.

5	rotary switches, JBT # MS-14-4	4.85	21.82
2	rotary switches, JBT # MS-14-2	3.10	5.58
9	toggle switches, Switchcraft # 25312	3.10	28.64
1	metal cabinet, Parmetal HS-102	110.00	99.00
2	volume meters, Simpson 1421	26.70	48.06
5	volume controls, Mallory T500	3.09	13.90
3	microphone transformers, Microtran M 1-FB	3.75	10.12
Total, Miscellaneous			227.12

III. Attenuators. These are a direct order from the manufacture, Daven Co. Newark, N.J., and the price quoted is the estimate given to us by their Mr. Scott.

5	control attenuators, Daven, TQ-321-1000/600	35.00	165.00
---	---	-------	--------

Immediate purchase total: 853.22

IV. General. The following are generous estimates of additional minor expenses in the way of lumber, connectors, etc., included to yield a final estimate of total cost.

material for two small amplifiers for volume meters	
at about 15.00 per amplifier	30.00
wire, shielded cable, etc.	20.00
connectors, jacks, plugs, etc.	25.00
lumber and formica for console base	35.00
Total, General	110.00

Grand Total 963.22



With all outstanding bills paid the financial status of WHRC as of April 14, 1962 is as follows:

ITEM	BUDGET	SPENT	BALANCE
<u>Technical</u>			
Maintenance and Repairs	\$ 96.00	\$ 52.03	\$ 37.97
New Equipment			
Tools	5.00	2.92	2.08
Locks	3.00	2.85	0.15
Slave Repair	10.00	xxxx	10.00
<u>Total Technical</u>	\$ 108.00	\$ 57.80	\$ 50.20
<u>Production</u>			
Records			
Columbia	\$ 85.00	\$ 17.00	\$ 68.00
Records not under contract	20.00	xxxx	20.00
Tapes	10.00	xxxxxx	10.00
<u>Total Production</u>	\$ 115.00	\$ 17.00	\$ 98.00
<u>Operating</u>			
Phone	\$ 50.00	\$ 35.93	\$ 14.07
Publicity	10.00	2.50	7.50
Special Events	10.00	xxxxxx	10.00
Secretarial Supplies	5.00	xxxx	5.00
Petty Cash	5.00	xxxx	5.00
<u>Total Operating</u>	\$ 80.00	\$ 38.43	\$ 41.57
<u>Total Expenses</u>	\$ 303.00	\$ 113.23	\$ 189.77



(1) That the present AM facilities be put in complete working order, and whatever new equipment is needed be purchased at this time, such as console, audition amplifier, and a new stock of new tubes.

(2) That the station purchase an Ampex recorder. That this recorder be if at all possible (1) an Ampex 351, and (2) that it be portable. That it have a mixer to permit the use of two microphones.

(3) That the station buy two B&O Fentone ribbon mikes at dealer cost from the Dyna Corp. in Philadelphia. These to be used with the Ampex for orchestra recording, etc.

(4) Programming: That the quality of the programming on AM be improved as follows: training of engineers in proper and standard programming techniques; training of announcers in announcing; appointment or election of a program director and a librarian, the librarian to set out records for the day's programs. That throughout the station organization standard broadcast-in procedure be made use of.

(5) That with the tape recorder mentioned in (2) above, a series of taped programs be made for presentation on educational station WHYF-FM in Philadelphia, as per tentative arrangement with WHYF. Advantages of this system are: that an FM transmitter need not be bought and licensed at this time, and before a full-operative and reliable and continuing organization capable of maintaining nightly programming has been developed; that the college administration, etc., may be assured of our capabilities before financing us; that such taped programs may be redone until fully presentable before airing; that our programs will reach an established audience of several thousand regular listeners (WHYF official figures) over a transmitter of 20,000 watts; that we will receive full over-the-air credit for our own programs (our station will be identified before each broadcast on WHYF).

(6) That an exploration program be continued to outline future efforts to go FM, and that constant evaluation of the taped programming be undertaken, both to permit constructive criticism of that programming in order to improve it per se, and also to determine the advisability of undertaking our own FM programming.

General Comments: The upgrading of AM programming and programming techniques would make available for the FM taping trained engineers and announcers and producers. These people would either be available for FM broadcasting, or would be able to train a future generation of students for future FM broadcasting.

We should make every effort to establish friendly and constructive relations with WHYF, in particular (this is my private opinion) with the current FM program director, Mr. Keeler. We should constantly try to do taped programming of interest and value to WHYF, and should make every effort to learn the techniques used at WHYF which would be of value to us.

David Bates

(7) addition: that a preventative maintenance program, whereby tubes are changed, whether blown or not, after 20,000 hours of use, be instituted. This to prevent gradual deterioration of our equipment. That controls, wiring, etc., be checked according to a regular system such that every piece of equipment and wiring is gone over at least twice yearly. The expense for tubes, etc., will be made up for in the decreased cost for major repairs and replacements.

June 19, 1962

THE  
LIBRARY  
OF THE  
MUSEUM OF  
ART AND  
ARCHAEOLOGY  
OF THE  
UNIVERSITY OF  
CAMBRIDGE  
100 Brook Hill Drive  
Cambridge, Mass. 02138  
U.S.A.

Personal

Woodstock, Connecticut

June 27, 1962

Dear Rick:

Unger wrote me saying that he wanted me to get the station managers of several campus FM stations to outline the organisational structure of their outfits. I have written to WBUR\*FM at Boston University and to WXPB at University of Pennsylvania, both year-round outfits, I believe, asking them to send me their outlines. I'll forward copies of them to you, and send the originals to Unger. This is off the record, but I believe that Unger is getting somewhat cold feet about the prospects of setting up and running an EFM station. I hope that (1) his interest has not slipped for whatever reason and (2) that, if he is in fact interested to the point of wanting to himself oversee the establishment of an experimentation and low-pressure set-up of taped programming for WHYH - the least we can do at the beginning, and also the best, as I see it, way to start, he will not let the lack of a clear superstructure of organisation, set up in all its working regalia, keep him from starting from scratch on an experimental and low-pressure basis. He must see how relatively simple the first steps are. I do not deny that he will have troubles, nor that the work load will increase for him or for whoever succeeds him, as the station develops along whatever lines seem best, but someone has got to take the first steps, and they need not necessarily be disastrous.

Dick asked me to let him know what went on at WHYH, and I've made the ~~for~~ enclosed notes. Would you please correct it, if necessary, and add to it if I have omitted anything? I've sent along an envelope and a note to him - plus stamp.

I'll write again, when there's something to write about.

Yours,

*David*

ps: Norberg wrote - everything is well with the Magnacord. He wants a list of labels ~~for~~ for equipment at WHRC, etc. so he can get signs made. Please send any suggestions for labels to me - he has said I should send them to him when he tells me - not before. He's planning strategy for approaching his father in this matter.

Dick comments that he has not yet received from you the list of "necessary items" to be completed in September.



Woodstock, Conn.

June 11, 1962

Dear Rick:

Please pardon the briefness of this letter. Its purpose is strictly business. I'll write again this fall, if necessary.

I left the station clean, except as noted in the list below. You will find little added, except for a cue speaker. I returned your room key, but was not allowed to get your dollar: ~~it~~ has been credited to your account. Enclosed find your \$12 for the stapler, which I returned. I also have various of your tools in my case, and will send them to you parcel post. The Magnacord was sent railway express, packed to a fairtheewell. Norberg will split a gut, no doubt, at having the monstor dropped on his doorstep among the milk bottles, collect, but he, too, has found that chafrity for WHC isn't free! I simply did not have the ten dollars fee, that's all.

More seriously, I send to you the receipts which I collected in personal cash outlaid for the station repairs. Please mark them as mine, and see what you can do, next fall, to get me reembered. I don't see my being back this fall as things stand now. I will probably be at Boston University for a year, then back to Haverford. I will be working at WGBH, the educational FM-TV station in Boston, and taking courses (including French!) towards my Master's degree in ETV. I will plug away at the carpeting deal (letter tonight, dripping with pleas for poor old us), and will otherwise help out. If you need advice on any thing I may know something about, please write me next fall. I'll send you my address.

I have also received the stationery bill. Guess what? No discount! The goddamn bill is \$21! Will we ever learn? I'll settle the bill, and will submit the bill in the fall of the year after this. OK?

Here is a list which you should show to Unger by immediate mail. It will give you and him my own ideas of what needs to be done in early September before either the Freshmen or the others get into the station. Besides, the station won't run unless they're done! You, Unger, Loeb, and almost anyone else - don't forget Bill Beik, who is in charge of the record collection - can easily add several items to this. Items are listed randomly. They ought to be listed in priority

(1) Contact WXUR re. their time of sign-off on 690 for every night of the year. They are sun-up to sun-down, and vary in a sequence of regular shifts, ending on the hour or half-hour. *length of programming*

(2) Transmitter coaxes and power cord must be attached, and transmitter tuned. Note that coaxes must be attached as labeled. Lloyd line comes through window, Barclay line comes through floor. Transmitter must be fixed, and I strongly recommend new tubes throughout transmitter to help our ailing audio quality.

(3) Windows dusted and washed.

(4) All records, especially 78s, washed and spraded with anti-dust material. I said washed - yep. In very dillute Tide-hot-water mix. Not too hot, but hot enough so that the records dry without wiping after being rinsed in hot water. No better method known.

(5) Dusting. Badly needed, as thee knows.

(6) On the air sign in "E" door wired up. Cable from door now is coiled up under the loose floorboards in "E". Needed: relay to operate light.

(7) Console washed, panel wiped off. Coke stains now prominent.

(8) The control toning down the preamps before the signal gets to the Gates must be cleaned. Severe loss of highs occurs in this dirty control. (The one under the Gates volume control.)

deflectors put on "H" fluorescent like.  
Flourescent Light in "H" wired to "H" ceiling like in bldg.



- (9) Magnacord hitched up.
- (10) Power supply room made (1) neat and (2) into a shop.
- (11) NOTE WELL: Please, please, please, give such jobs as (10) above, to eager beavers whose specialties and likes lie in such things as setting up the shop, etc. Note that Bill Beik loves to catalogue records. Who would ever have thought that someone might like that job? Give a guy something to do which he likes to do - even let him think he thought of the job, and volunteered, and you'll have a friend and helper for life (?) Best of all, he'll have that one specific job, and not, I pray, dissipate his time doing everything - which is nothing - at once.
- (12) New tubes everyplace. And either get some person who likes to test tubes to run through the old ones, or throw them out. My advice is to, ideally, test the old ones, and plainly mark them according to types and conditions, and to buy bountiful supplies of new ones and to set up a rotating system of preventative maintenance tube changing. Standard operating procedure is to change the tubes, blow or no, after 20,000 hours of use. With the FCC and the educational network to impress, may I suggest that we rotate tube changes? Lets.
- (13) A pole lamp or something is needed behind "E" master monitor spkr to uptone the lighting in "E". How ironic.
- (14) Last two aluminum strips installed in frosted glass.
- (15) Collect and cash in all receipts we got in repairing studios. This to avoid later bookkeeping and financial grief, also strife of an interpersonal nature.
- (16) Replace the cable from FM tuner to console with sheilded cable. The present situation is awful.
- (17) Clean off chassis of FM tuner. It's dirty.
- (18) Sort, store, and find place to keep, tapes.
- (19) Earphones must be (1) repaired and (2) made indestructable. When system and methods for (2) are invented, patent them. They're unknown as of 6/11/62. Note: There are the makings of many excellent phones in the power supply room.
- (20) 78 rpm arms must be installed and the switches permitting change between 78 and 33 1/3 wired in.
- (21) H monitor spkr and earphone jack made workable.
- (22) Masonite put on doors next to handles. To keep dirty hands off.
- (23) Turntables oiled and shined up. Note that oiling is critical and must be done according to instructions which are somewhere in the station papers.
- (24) Files must be (1) ordered and (2) kept in order. We've got to be able to find papers when needed.
- (25) We've got hum somewhere in the audio system. Find it, and kill it very dead.
- (26) Hum in cue speaker is intollerably loud, and resisted my efforts to kill it. It hums so loudly that it will be heard over the "E" mike. Grounding the cue chassis does not help.
- (27) The power supply system must be grounded to a water pipe.
- (28) Carpeting in "E" and "H" must be laid. "E" now unusable from the point of view of sound, being without carpeting.
- (29) Snow the hell out of the freshmen. See (11) above, plus your own strategy. Don't promise them pie in the sky, on the other hand.
- (30) Muting system must be installed.
- (31) Microphonics in turntables when one taps console. Must be fixed. DJ's are fond of studying on console, and tapping pencils, closing books, etc., will go ot over the air as bumps and clicks. This is sudden death on FM, and probably on campus AM as well.
- (32) For inclusion under (11): Get Mrs. Nugent or whoever to turn over the closet in Union balcony to us for a wire room. Put in hooks for our spare cable, etc.

and off the 35.

Use the old tubes - keep only 2-3 of each kind of old tube - only for Direct Emergency

EARPHONE JACK UNDER CONSOLE WORK. DOES NOT

I've stored extra good lumber in a tickle

Telephone

(10) Passageway between (1) west and (2) into a shop.  
(11) Lower supply room made (1) west and (2) into a shop.  
(12) NORTH Wall: Please, please, please, give such jobs as (1) above  
to some person whose specialties and likes life in such things as  
setting up the shop, etc. Note that Bill likes to catalogue re-  
sults. He would even have thought  
give a man some thing to do which he likes to do - even the man who  
is thought of the job, and volunteered, and you'll have a better  
better for life? Best of all, I'll have that one special job, a  
one.  
(13) New table everywhere, and either get some person who likes to  
test tubes to run through a list, or give them out. An office  
is to, ideally, test the old ones, and plainly ask them to make  
new ones and corrections, and to try possible changes of new ones and  
to set up a testing system of a systematic way of doing things.  
Standard operating procedure is to make a list, and then  
to make a list, and then to make a list, and then to make a list.  
to improve, say I suggest that we make the changes to  
(14) A hole lamp or something is needed behind the window which  
to open the lighting in the room. How things.  
(15) Get two aluminum strips installed in a glass plate.  
(16) Collect and keep in all places we get in receiving station.  
This to avoid later developing and financial risk, also state of  
an international nature.  
(17) Because the table from the room to outside with a table  
The new situation is a bit.  
(18) Clean off chassis of the meter. Let's try.  
(19) Get, store, and find place to keep them.  
(20) Repairs must be (1) repaired and (2) made inoperable. Then  
clean and make for (2) are involved, or even then. There is no  
as of 5/11/52. Note: There are the makers of new equipment  
in the power supply room.  
(21) You may want to install a and two watches pointing at  
between 12 and 3/11/52. Wrote it.  
(22) A meter, and a meter from the meter.  
(23) Measure put on doors next to handles. To keep things handy off.  
(24) Turnables off and set up. Note that the office is a bit off  
that he does not give to instructions in the room and in the  
action papers.  
(25) After that (1) ordered and (2) kept in order. We've got to be  
like to like paper from needed.  
(26) Give me some somewhere in the whole system. Find it, and will  
it very good.  
(27) This in the speaker is immediately loud, and raised an effort  
so that it. It has so loudly that it will be heard over the other  
...  
(28) ...  
(29) ...  
(30) ...  
(31) ...  
(32) ...  
(33) ...  
(34) ...  
(35) ...  
(36) ...  
(37) ...  
(38) ...  
(39) ...  
(40) ...  
(41) ...  
(42) ...  
(43) ...  
(44) ...  
(45) ...  
(46) ...  
(47) ...  
(48) ...  
(49) ...  
(50) ...  
(51) ...  
(52) ...  
(53) ...  
(54) ...  
(55) ...  
(56) ...  
(57) ...  
(58) ...  
(59) ...  
(60) ...  
(61) ...  
(62) ...  
(63) ...  
(64) ...  
(65) ...  
(66) ...  
(67) ...  
(68) ...  
(69) ...  
(70) ...  
(71) ...  
(72) ...  
(73) ...  
(74) ...  
(75) ...  
(76) ...  
(77) ...  
(78) ...  
(79) ...  
(80) ...  
(81) ...  
(82) ...  
(83) ...  
(84) ...  
(85) ...  
(86) ...  
(87) ...  
(88) ...  
(89) ...  
(90) ...  
(91) ...  
(92) ...  
(93) ...  
(94) ...  
(95) ...  
(96) ...  
(97) ...  
(98) ...  
(99) ...  
(100) ...

(33) The closet in "H" should include only things pertinent to "H" productions, such as booms, folding chairs, etc. This to make it possible to tape shows, produce them live, etc., from one central location, i.e., in "H". See my notes at the end of this thrilling drama, on the future of this little station, please. My rotting mind is fertile, as in compost heap. That people should trapse through "H" getting remote equipment, etc, from the closet while someone is trying to tape a show is the sign of the beginning of the end for organization of an educational station. Com - and de- partimentalise, and organize, not only in such things as "H" closet, perhaps a redic lous example, but elsewhere. Point is, I was trying to decide what to do with "H" closet. That's all.....

(34) Set VU meter.

(35) Pray.

And so, that's my list. Additions and ommissions?

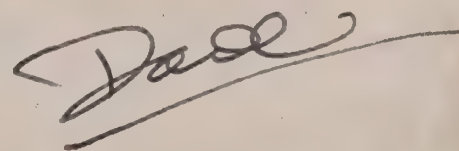
I hope that you may contact Bill Keeler at WHYI soon in the semester to ask for a program to do. We've got to keep in touch with WHYI. Our future as an FM station, or as an arm of WHYI and the eastern seabord EFM-ETV network depends on our starting as a recorder of programs, etc., for WHYI. It would not be bad to take a select bunch of possible future runners of WHRC into WHYI after we have been working with that station in order to innitiate them into the mechanics of our relationship - whatever it turns out to be - with WHYI. Added insentive, etc. Also new ideas.

We ought to grow slowly in this new, and as yet largely undefined, direction we've set for ourselves. But we should not cease experimenting, or get rit alised. Imagination must be the key-note, and the willingness to try once, but calculatngly. College humor and whimsy is great, as long as it isn't irresponsible.

I suggest, from my prejudiced point of view, that every effort be made to emphasise that we continue to discover what is meant my educational broadcasting. We don't know, right now, but we've got to find out as a group and as individuals. That someone jus' wants ta get himself heard isn't enough. He's got to be something <sup>more</sup> other than a selle r of Haverford to the Main Line, as well. Maybe we can't get enough of these people. I hope ~~we~~ we can. If we can't, we ought to put the left-overs on our AM fascilities, and put the others on the FM detail. I can't see us pretending to be EFM if we aren't. Maybe we've got to be commercial-type FM, do some EFM tapes for WHYI, and staff our AM as well. I can't see us doing credit to any of these three if we try all of them at once. Maybe the EFM project should be dropped, *if we can't do it full-heartedly.*

So there I yawn and stop. I'll see you this fall, whatever I do, as I'll be coming down to Haverford with my brother in September return or not. I'll write again later on in the summer to tell you about the carpeting efforts. Have a ball with Case, and I'll do the same with Rogers corp.

Yours,



Prof. { 145 Euclid  
5827 Hayfield

Howe { 1515 Euclid  
10605 Chester.

Budget for the Fall Semester of the 1962- 1963 School Year

October 9, 1962

TECHNICAL

Maintenance and Repairs

Turntable Repairs \$15.00

Recorder Repairs 50.00

Replacements

1 Audio Amplifier Kit 23.00

Tubes

6SN7 \$5.00

5685 2.50

504 4.50

807 3.00

Total TECHNICAL \$ 103.00

OPERATING EXPENSES

Telephone 50.00

Publicity 5.00

Secretarial Supplies 10.00

TOTAL OPERATING EXPENSES \$ 65.00

Capital EXPENDITURES

CONSOLE

5 Dyna Kit PAM-1 preamps @ 34.95 \$174.75

3 Dyna Kit FMA - 2 amps @ 29.95 89.85

4 Dyna Kit PS - 1 power supplies @ 8.95 35.80

1 Par-Metal HS-102 cabinet 110.00

5 J-B-T Instrument potted switch ( 4 pole, 14 position) @ 4.85 24.25

2 J-B-T Instrument potted switches( 1 pole, 14 position) @ 2.45 4.90

4 Mallory T-500 pads @ 3.63 14.52

9 Switchcraft 25312 @ 3.53 31.27

1 Simpson VU Meter , 142I @ 26.70 26.70



Console Cont'd

300 ft. Cable ( C&S-8441 & Belden 8422)	16.00
General Hardware	5.00
Lumber for Console	10.00
Formica for Console table top	15.00
Hook-up wire, lights, toggle switches, and miscellaneous parts	6.00

TOTAL COSTS \$564.04

TOTAL EXPENSES + outstanding debts \$883.64

ANTICIPATED REVENUE 30.00

TOTAL GRANT REQUESTED \$853.64

Respectfully Submitted,

88564  
564.04  
-----  
160

H. Peter Norberg  
Business Manager, WIRC

168



W H R C

Budget for the Fall Semester of the 1962- 1963 School Year

October 9, 1962

TECHNICAL

<u>Maintenance and Repairs</u>				<u>Tubes</u>	
Turntable Repairs	\$15.00	4	6SL7	1.18	
			6SN7	1.17	\$5.00
Recorder Repairs	50.00	2	2 - 5881	2.85	2.50
		4	5685		
			5763	2.25	
			5U4		4.50
<u>Replacements</u>					
1 Audio Amplifier Kit	23.00	1	807	2.70	3.00

Total TECHNICAL \$ 103.00

OPERATING EXPENSES

Telephone	50.00
Publicity	5.00
Secretarial Supplies	10.00

TOTAL OPERATING EXPENSES \$ 65.00

Capital EXPENDITURES

CONSOLE

5	Dyna Kit PAM-1 preamps @ 34.95	\$174.75	125 <sup>00</sup>
3	Dyna Kit PMA - 2 amps @ 29.95	89.85	1 - st. 35 -10 <sup>60</sup>
4	Dyna Kit PS - 1 power supplies @ 8.95	35.80	1 MK III 100 <sup>00</sup>
1	Par-Metal HS-102 cabinet	110.00	VU 27 <sup>00</sup>
5	J-B-T Instrument potted switch ( 4 pole, 14 position) @ 4.85		-27 <sup>00</sup>
2	J-B-T Instrument potted switches( 1 pole, 14 position) @ 2.45		
4	Mallory T-500 pads @ 3.63		
9	Switchcraft 25312 @ 3.53		
2 (1)	Simpson VU Meter , 142I @ 26.70		

Handwritten notes at the top of the page, possibly a title or date.

THE [illegible] OF [illegible] [illegible]

CHAPTER I

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

THE [illegible]

Console Cont'd

300 ft. Cable ( CBS-8441 & Belden 8422)	16.00
General Hardware	5.00
Lumber for Console	10.00
Formica for Console table top	15.00
Hoop-up wire, lights, toggle switches, and miscellaneous parts	6.00

TOTAL CONSOLE \$564.04

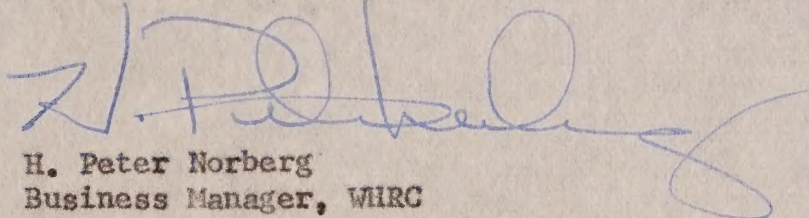
TOTAL EXPENSES + outstanding debts \$883.64

ANTICIPATED REVENUE 30.00

TOTAL GRANT REQUESTED \$853.64

564  
285  
849.00  
779.00

Respectfully Submitted,



H. Peter Norberg  
Business Manager, WHRC

F.M. XMITTER, 1TA, 10W — \$1140

General Fund

300.00	Carry over (CR-Mat 8/10/54 8423)
2.00	General Fund
10.00	Transfer from Canada
12.00	Transfer from Canada
0.00	Transfer from Canada

25.00  
37.00  
52.00

25.00	General Fund
37.00	General Fund
52.00	General Fund

ERASABLE BOND

Not a valid receipt

*[Signature]*  
E. Peter H. H. H.  
Business Manager, WBC

FM. XMITTER, 10 W. — 1140